

**FORT CAMPBELL CONTRACTOR SITE SPECIFIC SPILL 7 December 2004  
CONTINGENCY PLAN**

**CONTRACTOR NAME:** \_\_\_\_\_

**CONTRACT NUMBER:** \_\_\_\_\_

**GENERAL DESCRIPTION OF WORK:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**1. RESPONSIBLE PERSONS**

**A. PRIMARY PERSON**

Name: \_\_\_\_\_

TITLE: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Home Phone: \_\_\_\_\_

**B. ALTERNATE PERSON**

Name: \_\_\_\_\_

TITLE: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Home Phone: \_\_\_\_\_

**2. SPECIAL PRECAUTIONARY MEASURES FOR BUILDING(S) AND ASSOCIATED AREAS**

**If more than one building, specify hazardous materials for those buildings.**

*Building (S) #* \_\_\_\_\_

A. Avoid contacts with spilled substances.

B. Refer to Material Safety Data Sheets (MSDS) for particular hazards and precautionary measures for special handling and spill procedures. Flammable materials will be extinguished as to local fire regulations and the material safety data sheets. If needed, list any materials that need special handling, PPE or special precautionary measures.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**3. EMERGENCY SPILL EQUIPMENT ON HAND**

(For example, sweeping compound and absorbent material, brooms and plastic dust pans, emergency spill kits, non-sparking shovels, other items as needed and required)

**BUILDING#** \_\_\_\_\_

\_\_\_\_\_

**BUILDING#** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**4. HAZARDOUS MATERIAL AND QUANTITY NORMALLY ON HAND**

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**A. Attach a listing of hazardous materials on hand or hazardous material list from the Hazardous Material Control Center. Contact Environmental Division P2 Branch as needed phone 798-3105/9767 Building 2186.**

**B.** Material Safety Data Sheets are readily available and located at (the specific location is required).

Bldg. #: \_\_\_\_\_

Bldg. #: \_\_\_\_\_

**5. SPILL RESPONSE AND NOTIFICATION PROCEDURES**

**A. REPORT THE SPILL.**

**The first action in the event of a spill is to report the spill. If you observe a release of a hazardous material, report it to your supervisor and the Fire Department as required below. If the spill is in a Training Area, then the spill will be reported to Range Control, who will then notify the Fire Department. The Fire Department/Emergency 911 Center will notify Environmental Division and, if required, Installation Safety, Emergency Medical, and Preventative Medicine. The Environmental Division does the reporting to State/Federal Agencies.**

*The Fire Department (or Range Control) must be promptly notified of any of the following spills:*

- Any uncontrolled quantity of a hazardous substance, or if assistance is needed by Fire Department or Environmental Division, or as instructed by the MSDS or supervisor's discretion:
- Oil and other petroleum products with quantity exceeding 10 gallons or area of spill greater than three feet in any direction or any amount that is spilled into a stream or body of water.
- **All contractor spills that are not of emergency nature as stated above or listed in review below must be promptly reported to Environmental Division, phone numbers provided below.**
- Environmental Division review has determined the material(s) listed requires special reporting at the quantity shown: (To be supplied by environmental staff during plan review.)

Name: \_\_\_\_\_ Quantity \_\_\_\_\_

Name: \_\_\_\_\_ Quantity \_\_\_\_\_

Name: \_\_\_\_\_ Quantity \_\_\_\_\_

*Signature of Environmental Division staff:* \_\_\_\_\_

**CONTRACTOR SUPERVISOR** (to notify in case of spill)

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

WORK PHONE: \_\_\_\_\_ HOME PHONE: \_\_\_\_\_

**FIRE DEPARTMENT:** phone 911 Cell phone user call (270)-798-1221/1224

**RANGE CONTROL:** phone (270) 798-3001 or on radio frequency FM 49.95

**ENVIRONMENTAL** phone (270) 798-9641/9601, 24 hour on call pager (931) 597-0010

1. If required by your **ORGANIZATION**, additional people to be notified within your chain of command: If not required, fill in N/A.

**ALTERNATE PERSON:**

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NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_  
WORK PHONE: \_\_\_\_\_ HOME PHONE: \_\_\_\_\_

***The spill report must include the following information:***

- Name/Phone/Unit of individual reporting the spill; \_\_\_\_\_
- Spill (Building Location of Number, etc.); \_\_\_\_\_
- Name of spilled material; \_\_\_\_\_
- Amount spilled; \_\_\_\_\_
- Rate currently spilling; \_\_\_\_\_
- Extent of spill, including drainage features; \_\_\_\_\_
- Injuries, if any; \_\_\_\_\_
- Time spill occurred; \_\_\_\_\_
- Any additional information. \_\_\_\_\_

**B. STOP OR CONTAIN THE SPILL.**

Assess the situation before attempting to contain any hazardous material spilled and proceed only if it is safe to do so. You must have knowledge of the spilled substance and don any required personal protective equipment. If necessary, make the spill scene off limits to any unauthorized personnel. If situation warrants, evacuate the area.

**C. CLEAN UP THE SPILL.**

Under no circumstances should untrained and/or ill-equipped persons attempt to perform cleanup. In some instances, spill cleanup may require respiratory protection and other personal protective equipment. If it is within the capability of the unit that caused the spill, then that unit is responsible for its cleanup. Environmental Division will make the decision to obtain assistance and coordinate with other units as required

If you handle/work with the hazardous material as part of your job, you are to be trained and qualified to participate in the clean up of the spill. . All contractors must have an OSHA 1910.120 qualified spill response contractor available to respond to spills in 4 to 6 hours that require heavy equipment to remove contaminated soils/absorbents. Spills that cannot be removed because of response delays may need to be covered with heavy plastic and or secured to prevent further spread of contamination.

**D. DISPOSE OF SPILLED HAZARDOUS MATERIAL.**

All spilled material and other contaminated material (soil, gravel, absorbents, etc.) must be properly disposed. It is the responsibility of the contractor that created the spill to properly package, dispose of the waste, and ensures the site is properly cleaned at no cost to the government. Some spill incidents may require cleanup, disposal, soil testing, and a site closure report by an approved licensed environmental contractor approved by Fort Campbell. Environmental Division will determine the required cleanup and disposal method.

This plan shall be turned in to Wayne Lee prior to storage or start of work with hazardous materials. Copy to Environmental Compliance Branch Building 2182 131/2 Street Fort Campbell, KY 42223 (Phone 798-9641)\_\_\_\_\_

**Responsible Person Signature and Date**